

## Fellows and Young Investigators Steering Committee Meeting

Thursday December 19th, 2009

Time: 11:00 AM – 12:00 PM

Frederick: Bldg 549, Executive Boardroom

Bethesda: Bldg 45 (Natcher), Rm J

### Agenda Items:

#### 1. Call to Order

- a. Welcome to new members and introductions
- b. Attendance

Bethesda: Thomas Paul, Orla, Casey, Mary Velthius, Kathy Augustin

Frederick: Jim Gould, Jason De La Cruz, Miranda Hansen, Kate McGee, Vaibhav Saini, Kim Shafer-Weaver, Leslie Chinn, Rasmi Thomas, Michael Abram, George Lountos, Tim Chan, Jill Ford, Katie Stagliano

#### c. Volunteer to take Minutes:

[Tom Paul will take minutes](#)

#### 2. Excused Absences: Albert van Wyk, Brid Ryan, Lea Cunningham, Karobi Moitra, Stephanie Watkins, Geraldine O'Connor, Raed Samara

#### 3. Departures: Neeraj Sharma

#### 4. Approval of November 2009 meeting minutes

#### 5. Subcommittee updates:

#### A. Scientific Committee: Chair – Stephanie Watkins

##### Seminar

PASS: (Brid & Raed) We had instigated a similar mechanism to that which is ongoing in Frederick. Emails were sent to the CCR postdoc listserv, the staff scientist list serve and the staff clinician list serve. Since then, we have had two people wanting to use our service, and we are working with Scott to make this happen. To increase flexibility, we are no longer sticking to the rigid Tuesday at 9.30 am time slot; rather I am trying to accommodate both Scott's and the presenter's time schedules. Hopefully this interest continues. We will be requesting Bethesda PASS members to attend the practice sessions; I will be in touch again with dates.

Frederick Fellows: (Jim) Wednesday Jan. 20<sup>th</sup> at 1:30 pm with Stephanie Watkins and Kim Shafer-Weaver. We are still recruiting volunteers for the winter/spring session.

[Frederick seminars follow faculty seminars. Pizza provided out of pocket expense.](#)

Survey: (Kate & Jim) Need one or two volunteers to present poster at PI retreat on Jan. 7<sup>th</sup>. There are two poster sessions and the FYI poster will probably be up for both sessions. Jim is currently working on the poster and hopes to include FYI info along with survey data and suggestions for support.

[Jim –looking for volunteers for session. Poster on wiki.](#)

#### B. Bylaws Committee: Chair – Tom Paul

We have forwarded the updated bylaws which were approved in October to be posted on the website.

[Wiki will be updated](#)

#### C. Community Life: Chair – Raed Samara

FelCom: (Orla) Meeting was held on December 3<sup>rd</sup> 2009

- A presentation was given by the NIH Blood bank encouraging all individuals working at NIH to donate. Further information is available at [bloodbank.nih.gov](http://bloodbank.nih.gov) or 301.496.4321.
- OITE is reviewing all of their programs and training - this is therefore a good time to contact the office with suggestions.
- The WALC Committee reminded everyone that the post presentation lunch is free and a great opportunity to meet the presenter.
- The next job networking event will feature Invitrogen

NPA: (Raed)

- Annual meeting will be held 3/12-3/14/2010. Registration is open. I am working on the poster and will present it to the SC before submitting it.
- Francis Collins will be the keynote speaker

Newsletter: (Tim) Nothing to report

Social: (Jill) Nothing to report

[A social was held on December 10<sup>th</sup> with 10 people in attendance.](#)

Website/Email: (Liang) Nothing to report

Orientation:

Bethesda (Liang) We need a rotation schedule of volunteers for the bi-monthly orientation.

[Bethesda members will rotate turns a attending orientation](#)

Frederick (Jim) Next orientation will be Jan. 13 with Jim and Rasmi.

LinkedIn group (NCI CCR)

- One outstanding issue: I would like to restrict enrollment in the group where new members will have to be confirmed to have been at the NCI. We have several members in the group that are not and have never been at the NCI.  
[We discussed the difficulty and time commitment involved in managing the group.](#)
- Total members so far: 83
- See attached Excel sheet for more details.  
[Tom suggested reaching out to more NCI people through established NIH linkedin groups](#)

D. Retreat Subcommittee: Chair – Stephanie Watkins

- Retreat subcommittee update was distributed via email. Please bring a copy to the meeting.
- Everyone will be assigned abstracts to judge. Please sign up for a category.
- Next meeting: Monday, January 4<sup>th</sup>, 2010 at 6:30 PM. Location: Dogfish Head Ale House – Gaithersburg, Private Dining Room

[All meeting notes and information are on wiki page. The abstract submission will take place in January. All SC members need to judge abstracts.](#)

[Outstanding Postdoc has been chosen.](#)

[Looking for hosts from keynote speakers](#)

[Should have a survey discussion in the future](#)

[Kim- Wants quotes about last year's retreat](#)

7. New Business:

- Please visit the CCR-FYI SC Wiki site:  
<https://ccrod.cancer.gov/confluence/display/FYISteering>

[Jim wants to boost membership in Bethesda. Posted FYI 'handout' on the Wiki that is used in orientations](#)

8. Adjournment: Next meeting is on Thursday, January 28th, 2009 at from 11 am to 12 pm.